



**TOWN OF MILLVILLE
AD HOC Commission
Millville Community Building
Meeting Minutes
January 14, 2025 @ 10:00 a.m.**

- 1. Call Meeting to Order:** Mayor Ron Belinko called the meeting to order at 10:00 a.m. with the Pledge of Allegiance. **Present:** Councilman, Robert Wisgirda, Parkside HOA President Michael Weglein, Coventry HOA Resident, Pat Plocek, Eric Evans Code & Building Officer, Eileen Scerra Town Manager, and Wendy Martini Town Clerk. **Absent:** None.

Mayor Belinko made a statement of a reminder for the need for a mission Statement for the park. One paragraph is all that is needed.

- 2. Citizens' Privilege:** None
- 3. Approval of Ad Hoc Park Plan Meeting Minutes**

A. October 8, 2024

Robert Wisgirda made a motion to approve the Ad Hoc Meeting Minutes for October 8, 2024. Michael Weglein second the motion. Pat Plocek abstained from voting. 4-0 Vote

- 4. New Business**

A. Review and Discuss Park hours dawn to dusk.

There was a discussion on park hours, particularly for pickleball players causing noise and disturbance to the neighboring residents. Pat Plocek suggested setting specific hours to avoid confusion and better enforcement. Bob Wisgirda and others agreed on the need for clear, enforceable hours. Eric Evans proposed using light timers to control evening hours for pickleball courts. Discussion was had on the impact of park hours on residents and the need for seasonal adjustments.

Concerns about enforcement and the feasibility of locking courts were

raised. The talk of winter and summer hours were discussed. Discussion on the need for lights and their impact on park usage and community expectations.

Pat Plocek made a motion to set park hours (summer) May 1st to October 30th from 7:00 a.m. to 9:00 p.m. and (winter) November 1st to April 30th from 7:00 a.m. to 7:00 p.m. No lights will be on for the pickleball courts. This will be taken to the Town Council Meeting for February Agenda. Eric Evans second the motion. 5-0 Vote. Mayor Belinko noted to have signage/advertising immediately upon approval of Town Council.

B. Discuss and consider pavilion rental.

Discussion was had on whether to allow rental of the pavilion and the logistical challenges involved. An agreement to keep the pavilion for first-come, first-served use to avoid additional burden on park personnel.

Pat Plocek made a motion for no rental of the pavilion and to add this to the February Town Council agenda. Mike Weglein second the motion. 5-0 Vote.

C. Discuss and consider possible recommendations to open position for Parks & Recreation.

The Town Clerk has been managing dual responsibilities and straining workload. The committee considered the need for part-time or full-time park administrator to manage the park's activities and supervision. Mr. Plocek suggests starting with a part-time position to manage events and scheduling. The committee debated on whether to hire full or part-time worker and what the job description would be. Discussion was had regarding hours, duties, events/administrator roles and when position should be started. A need for a job description would be needed for the park administrator position.

Mr. Plocek made a motion recommending a full-time position, however, after discussion, he then withdrew that motion. After reconsideration, Mr. Plocek made a motion to keep the part-time council approved position for the Park. Eric Evans seconded the motion. 4-1 Vote.

D. Updates on Park and planned events.

Eric Evans presented a draft design for the parking lot including a walking trail and additional parking spaces. The committee discusses the need for a stormwater pond to manage the runoff and the potential impact on the park's layout. The committee considered long-term plans for the park including potential future developments. They agreed to move forward with the design and seek Town Council approval for engineering fees.

Pat Plocek suggested inviting a representative from the state highway to discuss trail systems and potential grants. Discussion was had on the possibility of extending trails along existing roads to connect the community. The committee agreed to explore trail development, timing of the development and grant opportunities in future meetings.

Concern was raised about status of Bocce courts and upcoming grant deadline. Mr. Evans confirmed the project is on track and bids are expected soon. The committee agreed to monitor progress and ensure the project stays on schedule.

The committee finalized everything agreeing to continue discussions on job description for the park administrator position, plans to bring in representative from state highway for next meeting, and focus on next steps for park development.

5. Announcement of next meeting: February 11, 2025

6. Adjournment: *Elected Chairman, Mayor Belinko motioned to adjourn the meeting, Pat Plocek second the motion. 3-0 Vote (Bob Wisgirda and Mike Weglein left meeting early)*

Chairman, Mayor Belinko, closed the meeting at 11:20 a.m.

Respectfully submitted,

Trish Marcules
Admin Asst to the Town Manager